

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE
OF THE TOWNSHIP OF FRANKFORD
HELD ON SEPTEMBER 11, 2018**

CALL TO ORDER: Adequate notice of this meeting was provided to the public and the press by delivering to the press and posting in the Municipal Building, the Meeting Notice.

ROLL CALL: Present were Mayor Risdon, Committeeman Ayers, Committeeman Carney and Committeeman Civitan. Also present were Attorney Kevin Benbrook and Municipal Clerk Patricia Bussow.

SALUTE THE FLAG

Mayor Risdon asked for a moment of silence to remember the lives lost on September 11, 2001.

OPENING OF BIDS - SALE OF REAL PROPERTY TO CONTIGUOUS PROPERTY OWNERS:

The Township Attorney stated he was in receipt of five bids total. The winning bids for the corresponding properties were as follows:

Daniel Rella, successful bidder for:	248 Meyer Road, Block 29/Lot 4.01 \$1,150.00
Nicholas Torkelson, successful bidder for:	50 Union Tpke., Block 54, Lot 4.05 \$600.00
Christine and Herbert Kieffer, successful bidders for:	16 Martin Lane, Block 257/Lot 9 \$1,000.00

The deeds and affidavits of title will be prepared by the Township Attorney. A motion was made by Carney to award the bids as listed above, seconded by Civitan. Roll call was taken for a 4-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Risdon, yes). All in favor. Motion carried.

(Deputy Mayor Castimore was not present for this vote).

CONSENT AGENDA: ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

RESOLUTIONS:

Resolution Refunding Tax Sale Certificate 2015-014 Which Was Redeemed

Resolution Refunding 2018 Tax Overpayment Block 35, Lot 8 QFarm

Resolution Refunding Tax Sale Certificate 2016-002 Which Was Redeemed

Resolution Seeking Legislation Granting Municipal Courts the Authority to Restore the Ability to Impose Court Costs on Cases Dismissed through Plea Bargains

Resolution Supporting an Increase in the Local Public Contract Law Bid Threshold

A motion was made by Ayers to pull the Bid Threshold Resolution for further discussion, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

A motion was made by Castimore to approve the Consent Agenda, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

Committeeman Ayers discussed his reasoning and the importance of pushing the Bid Threshold resolution forward, and asked that the Municipal Clerk forward it to all Sussex County Municipalities and the Sussex County League of Municipalities for review and possible adoption. A motion was made by Ayers to adopt the Bid Threshold Resolution, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

PUBLIC PORTION:

A motion was made by Castimore to open to public comment, seconded by Carney. All in favor. Motion carried.

Resident and Board of Health President Mike Dolan addressed the Committee and was asked for guidance on how they would like to move forward, if at all, on the electronic tobacco device issue. Most of the ordinances that Mr. Dolan looked at only address vaping or electronic tobacco devices from a licensing standpoint. The Township Attorney and the Committee discussed various options on how to proceed with ordinances with the Land Use Board. The Attorney will reach out to other municipalities for advice on their ordinances.

Township Engineer Harold Pellow addressed the Committee regarding Mr. Stuart Smith of Mattison Reservoir Avenue wishes to tie into the sewer line. Mr. Pellow gave a brief history, and stated that Mr. Smith would have to pay for the construction costs associated with this project and must pay connection fees to Branchville Borough and SCMUA. Mr. Pellow also stated that Mr. Smith will need a letter from the County Division of Health deeming his septic system malfunctioning.

Farm Lease Tenant Holly Sytsema questioned the status of the current lease to the Committee and the Township Attorney. Township Attorney Kevin Benbrook explained to Mrs. Sytsema that this lease, by statute should be bid every three years. Mr. Benbrook explained that there is no ability to re-negotiate this lease at the present time, since everyone else picked up the same bid package and would not be fair to the other bidders. Mr. Benbrook suggested the Sytsema's sign the lease and submit a check in full payment of the terms of lease, or there will be no other alternative but to terminate the lease.

Blue Ridge Rescue Squad Officer Craig Fary commented on the progress for third-party billing to recover insurance funds from patients to help offset costs. They are currently setting up a charting system which will allow them to bill going into the future, and they are working on getting the software implemented to dispatch and feed into that. Mr. Fary also commented on the need for licensing of ambulances and having the appropriate staffing on them. The State mandates that licensed ambulances must have two EMT's on them.

A motion was made by Castimore to close to public comment, seconded by Ayers. All in favor. Motion carried.

ORDINANCES
FIRST READING:

ORDINANCE #2018-13

AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF FRANKFORD BY THE ADDITION OF A NEW CHAPTER TO BE ENTITLED “NUISANCES”

A motion was made by Castimore to approve Ordinance #2018-13 on First Reading, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

ORDINANCE #2018-14

AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD, COUNTY OF SUSSEX, STATE OF NEW JERSEY, PROVIDING FOR REPAIRS TO THE MUNICIPAL BUILDING – NEW SIDEWALK AND RAILINGS IN THE TOWNSHIP OF FRANKFORD. TOTAL COST OF THE PROJECT IS \$65,000, APPROPRIATING A SUM OF \$65,000.00 FROM THE VARIOUS RESERVES – IMPROVEMENTS TO MUNICIPAL BUILDING –SIDEWALK IN THE CAPITAL FUND

A motion was made by Castimore to adopt the Resolution to Rescind Ordinance #2018-07 , seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

A motion was made by Castimore to approve Ordinance #2018-14 on First Reading, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

TOWNSHIP REPORTS:

- Township Committee Reports

Committeeman Carney reported that he and the DPW Supervisor looked at the site for the proposed new garage, and an additional expense may be the furnace. There was further discussion by the Committee about the sprinkler system, furnace and building specifications.

A motion was made by Carney to authorize the architect to proceed with a free-standing building without sprinklers, seconded by Civitan. Roll call was taken for a 4-1 vote in favor of this motion (Civitan; yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, no). Motion carried.

Committeeman Civitan reported that the curbing and entrance way is currently being worked on for the new firehouse.

- DPW Report: The DPW report was reviewed as submitted by the Supervisor.

OLD BUSINESS:

- **Open Space Committee Recommendation to the Township Committee concerning hunting regulations at Dry Brook (carried from May 8, 2018 meeting):** Discussion took place, resulting in the need for an Ordinance to be in place in order to enforce hunting regulations at Dry Brook.

A motion was made by Castimore to approve all hunting as permitted by the State of New Jersey on the Dry Brook, seconded by Carney. Roll call was taken for a 1-3-1 vote. (Civitan, no; Carney, no; Ayers, no; Castimore, abstain; Risdon, yes). Motion failed.

A motion was made by Civitan to introduce Ordinance #2018-15 to permit hunting of white tail deer only, all bow and shotgun as permitted by State of New Jersey Fish and Game for the zone applicable to Dry Brook preserve, seconded by Ayers. Roll call was taken for a 4-1 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, no). Motion carried.

- **Proposed Ordinance regarding Regulating Placement of Fill within the Township – Discussion only (carried from August 21, 2018 meeting):** Discussion took place. The Township Attorney will draft an ordinance for the October meeting.

NEW BUSINESS:

- **Review and Award of Re-Bid: Proposed ADA Improvements at Municipal Building (Stairs, ramps and railings):** A motion was made by Civitan to award the contract to the low bidder, Tony's Concrete in the amount of \$58,300.00, seconded by Ayers. Roll call was taken for a 4-1 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, no; Risdon, yes). Motion carried.
- **New Jersey State Firemen's Association Membership Application – Justin K. French:** A motion was made by Castimore to approve the Membership Application, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.
- **Review of Quotes for Plow Blades as requested by Department of Public Works Supervisor, Mark Yetter:** A motion was made by Civitan to approve the quote in the amount of \$3,413 as submitted by Chemung Supply Corp., seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.
- **Review of Quotes for Blower as requested by Department of Public Works Supervisor, Mark Yetter:** A motion was made by Castimore to approve the quote for a new blower in the amount of \$5,350 from Finch Services, Inc., seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

A motion was made by Risdon to inspect a used blower with the DPW Supervisor and purchase at a price not to exceed the minimum quote for a new blower, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

- **Letter from Residents Ronald and Harriet Gibbins concerning a dangerous tree near their property:** The Municipal Clerk will contact the JCP&L area manager to assess the situation.

CORRESPONDENCE:

Correspondence was reviewed by the Committee:

- Invitation to SB One Insurance Agency Ribbon Cutting Ceremony – Friday, September 14, 2018 at 11:00AM

APPROVE PAYMENT OF BILLS:

A motion was made by Castimore to approve the Bills List, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

PUBLIC PORTION:

A motion was made by Castimore to open to public comment, seconded by Carney. All in favor. Motion carried.

There was no public comment.

A motion was made by Castimore to close to public comment, seconded by Ayers. All in favor. Motion carried.

EXECUTIVE SESSION:

There was no Executive Session held.

ADJOURNMENT:

A motion was made by Castimore to Adjourn, seconded by Carney. All in favor. Motion carried.

ATTEST:

Patricia L. Bussow

Patricia L. Bussow, RMC
Municipal Clerk